

**ANDREWS SPOUSES' CLUB
JOINT BASE ANDREWS, MARYLAND**

**2025 SCHOLARSHIP APPLICATION FOR
HIGH SCHOOL SENIORS, CONTINUING EDUCATION STUDENTS, AND SPOUSES
OPEN TO DEPENDENTS OF ALL RANKS, ALL BRANCHES OF SERVICE, NATIONAL
GUARD, RESERVES, AND DOD CIVILIANS**

Completed applications must be postmarked by 1 May 2025

General Information/Criteria:

- The Scholarship Committee is comprised of members representing the Andrews Spouses' Club (ASC). The scholarships are funded by proceeds generated through philanthropic activities and by the ASC Thrift Shop, a 501(c)3, non-profit organization.
- The applicant is responsible for gathering and submitting all necessary information and fully completing and signing all official documents. Applications are evaluated on the information supplied. Answer all questions completely. Give specific dates when required. All submitted material becomes the property of the ASC and will not be returned.
- Incomplete or late applications will not be considered.
- The Scholarship Committee reviews and determines applicant eligibility criteria.
- The Scholarship Committee determines selection criteria. Criteria may include all or some of the following:
 - academic achievement
 - essay
 - leadership
 - honors
 - athletics
 - community service
 - work experience, and
 - external recommendations.
 - *Financial need is not taken into consideration*
- The Scholarship Committee determines the number of scholarships to be awarded and the monetary value of each scholarship based on available funds and the analysis of scores. The minimum scholarship awarded is \$1,500.
- The Scholarship Committee members and their dependents are NOT eligible to apply for these scholarships.
- The Scholarship Committee will select an independent panel of judges NOT affiliated with the ASC to judge the essay. Judges and their dependents are NOT eligible to apply for the scholarship.
- Awards are granted without regard to race, color, religion, sex (including pregnancy and parental status), national origin, gender identity/expression, sexual orientation, ethnicity, age, marital status, physical or mental disability, protected veteran status, or any other

characteristic protected by law.

- Applicants will be notified in writing of the results by email.
- Direct all inquiries to the Scholarship Chairman at: ascts@comcast.net & hstew61@aol.com

Categories of Awards:

- Graduating high school seniors who plan to attend a two - or four-year accredited college or university, vocational, or technical school in the fall of 2025.
- Undergraduate students under the age of 23 who will continue to attend a two or four-year accredited college or university, vocational, or technical school in the fall of 2025.
- Military spouses who plan to attend a two or four-year accredited college or university, vocational or technical school in the fall of 2025 and to take a minimum of six hours, given that 12 hours is considered full-time.

Eligibility - Each applicant must meet the following requirements:

- Eligible applicants are **dependents** of Active Duty, DoD civilian, Guard and Reserve personnel assigned to or living on Joint Base Andrews or the National Capital Region (including all tenant units and branches of service); **dependents** of retired or deceased military members; or a current ASC member in good standing.
- Applicant and sponsor must both possess valid military identification cards.
- Applicant must have a cumulative grade point average (GPA) of 3.0 or higher (GPA based on a 4.0 scale).

Limitations and Conditions:

- Scholarship funds are to be used within the 2024-2025 academic year.
- Monetary amounts and the number of scholarships to be awarded will be determined by the ASC fundraising endeavors for the year.
- Scholarship funds awarded are to be used for tuition, fees, and/or books at an accredited college, university, vocational or technical school. Funds may not be used for housing, room, or board.
- Payments of scholarship awards will be made directly to the selected school. The recipient must provide the Scholarship Committee with the name and address of the school the recipient will attend. This information must be received by 1 July 2025 or the award will be considered unclaimed and will be rolled back into the ASC Scholarship Fund.
- The scholarship award, when combined with other scholarships, must not exceed the cost of tuition, fees, and books for the academic year. Any remaining funds must be returned to the ASC Scholarship Fund.
- Students accepting an appointment to a military service academy, a full scholarship to a college or university (to include tuition, fees, and books), or full tuition covered by G.I. Bill benefits become ineligible to receive or retain the scholarship award.

- Scholarships from the ASC will be awarded to the same applicant no more than **once** over the course of the applicant's education.

Application Procedures:

The applicant is responsible for gathering and submitting all necessary information and official documents. Applications are evaluated on the information supplied. Give specific dates when required. **Incomplete** packages will not be considered for an award. All submitted material becomes the property of the ASC and will not be returned. The application is complete and valid only when all the required pages and documents are delivered by the closing date. Application packages must be postmarked no later than 1 May 2025.

Part A (Pages 4-6)

Print legibly in black ink or type, using only available spaces on this form. If additional space is required, continue on 8 1/2" x 11" white bond paper, with subheadings properly titled. Place the last 4 numbers of your Social Security number in the top right-hand corner of each page.

Essay: **Print 4 copies** (Include in package)

Write a clear, concise one page essay, double-spaced. Place word count at the bottom of the last page and place the last four of your SSN in the top right-hand corner of each page. **Do not put your name, school, or other identifying information (other than the last four of your SSN) in the essay.** Judging criteria include originality, mechanics, clarity, vocabulary, organization, and overall impression of the essay. Please answer **one** of the following questions:

- **The United States of America currently operates voluntary armed forces, but some countries have implemented compulsory service. Do you think military service should be mandatory or voluntary?**
- **How has your experience as a military/DoD dependent prepared you for life as a college/university student?**
- **Military service requires dedication and commitment from family members in addition to active-duty members. What is the biggest challenge and greatest opportunity military spouses/children face?**

Part B (Page 8)

Request a sealed, official transcript (through mid-term of the current year, Dec 2024, or Jan 2025 from your current or most recent school. Additionally, have your school complete Part B (page 6). Include both in your completed application packet. **Grade reports and any unofficial, opened academic records are not acceptable.**

Recommendation Letters:

Include two current, sealed letters of recommendation, one of which must be written by your current school guidance counselor/advisor. If you are home schooled, use someone who teaches you an extra-curricular activity. Your second letter should be from either a core subject teacher from your senior or junior year or a teacher from the subject you plan on studying in college.

Letters of recommendation should include examples of academic and personal achievements which serve as illustrations of your character and fitness to receive our scholarship. Please limit to one page or less. If you are an undergraduate or military spouse, you must have two letters of recommendation from two adults who have known you for at least a year and are not family members or members of the Andrews Spouses' Club.

Submission Process

After reviewing the checklist on page 8, your full and complete application packet should be sent via **CERTIFIED** mail to:

ASC Scholarship Committee

ASC Thrift Shop 1676 Brookley Ave, Joint Base Andrews 20762

OR

Hand delivered to ASC Thrift Shop, 1676 Brookley Ave, Joint Base Andrews 20762

(Official Transcripts must be sent separately from individual's High School or College).

Incomplete packages will not be considered. It is the student's responsibility to ensure completeness of their package.

To obtain additional applications, call the ASC Thrift Shop at (301) 735-3533 for pickup.

PART A

APPLICATION FOR ASC SCHOLARSHIP

PERSONAL INFORMATION

Name: _____
 First Middle Last

Home Address: _____

Date of Birth: ____/____/____ Home Phone: (____) _____
 Month Day Year

Email Address: _____

Name & Rank of U.S. Military Sponsor or Civilian Personnel Employee:

Relationship to Sponsor: _____

Active Duty, Guard/Reserve, Retired, Civilian Deceased: (Circle one)

Sponsor's Work Address: _____

Sponsor's Duty/Work Phone Number: (____) _____

Scholarship Category:

- _____ High School Senior
- _____ Continuing Education Student
- _____ Dependent Spouse

SCHOOL INFORMATION

A. Name and Address of High School: _____

Date of Graduation: _____

School Guidance Counselor/Advisor _____

B. Continuing Education or Spouse: List college/university you are currently attending:

C. List colleges/universities/technical or vocational schools to which you have applied or plan to apply:

D. Major area of study, if decided: _____

AWARDS, RECOGNITION & EMPLOYMENT HISTORY (Attach extra pages if necessary)

A. Special honors, awards, recognitions (scholastic, sports, community, state or national), etc. received during your high school/college career:

B. Extracurricular activities during high school/college career (i.e., sports, Scouts, volunteer work, music, dance, etc.):

C. Leadership offices/positions held during high school/college career:

D. Employment History (Employer's name, city/state, position, and dates of employment)

CURRENT LETTERS OF RECOMMENDATION

Names and addresses of persons providing sealed letters of recommendation and relationship to the applicant:

1. School Guidance Counselor/ Advisor _____
(If you are home schooled, use someone name & relationship who teaches you in an extracurricular activity) _____

Address: _____
 Street City State Zip Code

2. Adult who has known you for at least a year (no relatives or ASC members): Name and relationship _____

Address: _____

My signature below certifies that all information provided herein is true and to the best of my knowledge.

Signature of Applicant/Date: _____

Signature of Sponsor or Legal Guardian:
(Proof may be requested in rare circumstances)

IF SENT BY U.S. MAIL, THIS APPLICATION MUST BE POSTMARKED (NOT RECEIVED) BY 1 May 2025.

IF DROP OFF IS IN PERSON, PLEASE ENSURE THAT THE APPLICATION IS GIVEN TO THE MANAGER, ASSISTANT MANAGER OR THE THRIFT SHOP CHAIRPERSON. APPLICATION MUST BE RECEIVED BY 1 MAY 2025.

APPLICATIONS MUST BE SIGNED AND INCLUDE ALL REQUIRED ELEMENTS TO BE CONSIDERED FOR ELIGIBILITY.

APPLICATIONS RECEIVED AFTER 1 MAY 2025 ARE INELIGIBLE.

PART B
APPLICATION FOR ANDREWS SPOUSES' CLUB SCHOLARSHIP

To be completed by the applicant's school/college and included as a required part of the student's Scholarship application. Additionally, please provide a sealed copy of the student's official transcript through mid-term of the current year (December 2024 or January 2025). If the applicant has been out of school for a significant period of time and cannot supply all the information below, fill out as much of this part of the application as possible and provide a brief description at the bottom of this page of why this information is no longer accessible.

Applicant's Name: _____

School/College/University: _____

Scores: SAT: Verbal: _____ Math: _____ Writing: _____

Total: _____

ACT: _____

Other: _____

Cumulative GPA through mid-term of this year/or at graduation (weighted): _____

Cumulative GPA through mid-term of this year/or at graduation (un-weighted): _____

Number of AP/Honors classes: _____

Rank in class, (if available): _____

Date of Graduation: _____ Degree (s): _____

Signature of person completing form:

Printed Name and Title: _____

Address:

Telephone Number: (____) _____

Questions can be directed to, ASC Scholarships Chairman to preferred emails@
(hstew61@aol.com) and (ascts@comcast.net); Phone Number: 301-735-3533.

The ASC is a private organization. It is not a part of the Department of Defense or any of its components and it has no governmental status.

CERTIFICATION LETTER

If I accept an Andrews Spouses' Club Scholarship (ASC), I certify that I will abide by the following conditions:

- I am a dependent of an active duty, guard, reserve, DoD civilian, retired or deceased military member assigned to or living on Joint Base Andrews or the National Capital Region.
- I am able to present a valid military dependent identification card or other proof of eligibility upon request for review by the ASC.
- Scholarship funds are to be used within the 2025-2026 academic year.
- Scholarship funds are to be applied to tuition, fees, and books at an accredited college, university, or technical school. Funds will not be used for housing, room, or board.
- The ASC scholarship, when combined with other scholarships, must not exceed the cost of tuition, fees, and books for the applicable academic year. Any remaining funds must be returned to the ASC Scholarship Committee as soon as possible.
- As a scholarship recipient, I must provide the name and address of the school where I am accepted for the 2025-2026 academic year to the scholarship committee Not Later than 1 July 2025. If I have not selected a school or am deferring entrance, this information must also be provided to the Scholarship Committee Not later than 1 July 2025. Payment of the scholarship money will be made directly to the selected school.
- If I accept an appointment to a military service academy, utilize full G.I. Bill benefits, or receive a full scholarship to a college or university (to include tuition, fees, and books), I will be ineligible for this ASC scholarship award.
- I am a responsible citizen in good standing in the school and the community.
- It is my responsibility to notify the ASC Scholarship Committee of any change of status (e.g., change of schools, change in address, etc.). Failure to do so may result in the forfeiture of my scholarship award.
- Unclaimed funds as of 1 August 2025 revert to the ASC Scholarship Fund.
- If any of the above conditions are violated, scholarship funds must be returned to the ASC Scholarship Fund immediately.

I agree that my signature on this form will authorize the ASC Scholarship Chair to release this application, including social security number, GPA, and transcript(s) to the Scholarship Committee, as needed. **(Also, I WILL participate in the ASC Scholarship Banquet which will be held on Joint Base Andrews in May 2025.)**

I certify that all information in this application is accurate and complete to the best of my

knowledge, and the essay is entirely my own effort.

APPLICANT'S NAME:

Printed: _____

Signature: _____ Date: _____

SPONSOR'S NAME:

Printed _____

Signature: _____ Date: _____

COMPLETION CHECKLIST— (For Your Records)

- Application (Part A)
- Four (4) Copies of Essay - paper clip together (last 4 of SSN in upper right corner of all pages)
- Part B (completed by your school if applicable)
- Sealed copy of your official transcript (or PDF version of your unofficial transcript)
- Two (2) sealed Letters of Recommendation
- Certification Letter signed and dated by applicant and sponsor